

**CONFIDENTIAL****SECRET**

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INSTRUCTION  
NO. 1-200-6LI 1-200-6  
ORGANIZATION  
8 November 1955SUBJECT: Delegation of Authority to Real Estate and  
Construction Division Officials**1. GENERAL**

This Instruction sets forth delegation of authority to officials of the Real Estate and Construction Division.

**2. DELEGATION OF AUTHORITY**

Delegation of authority to officials of the Real Estate and Construction Division is as follows:

- a. Chief, or in his absence the Deputy Chief, Real Estate and Construction:
  - (1) As Contracting Officer, to execute contracts and other documents involving the expenditure of funds for real estate, construction, utilities, and related personal services; and as Approving Officer to approve requests from the field for the lease or purchase of real property and the execution of documents for the fulfillment of real estate and construction requirements when the amount involved exceeds the limitations contained in paragraph 4.a., [REDACTED] provided, however, that when the amount of the basic document or the sum of the basic document and any amendments thereto exceeds \$100,000 prior approval of the Director of Logistics will be obtained.
  - (2) To execute and issue Job Orders, as necessary to meet Agency requirements for services of a reimbursable nature to be performed by General Services Administration in amounts not to exceed \$200,000 per job order. Such job orders in excess of \$200,000 will require prior approval of the Director of Logistics. All job orders involving expenditures to be charged to other than Real Estate and Construction Division allotments will require prior approval of the appropriate Division or Office.

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INSTRUCTION  
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b. Chief, Safehouse Branch:

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for an approved project and has been approved by the Chief, Real Estate and Construction Division.

c. Chief, Space, Maintenance and Facilities Branch:

To execute and issue Job Orders, as necessary to meet Agency requirements, for services of a reimbursable nature to be performed by General Services Administration in amounts not to exceed \$2,000 per job order. Such job orders in excess of \$2,000 will require prior approval of the Chief, Real Estate and Construction Division. All job orders involving expenditures to be charged to other than Real Estate and Construction Division allotments will require prior approval of the appropriate Division or Office.

3. REVIEW

The contractual documents referred to in 2.a.(1) and 2.b. will be submitted to the Office of the General Counsel for review.

4. EFFECTIVE DATE

The delegated authorities contained herein are effective immediately.

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JAMES A. GARRISON  
Director of Logistics

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